

**East Boldre Parish Council
Minutes of the meeting held at the Village Hall
on Tuesday 9 April 2024**

Councillors present: Beverley Hawker (Chair), Michael Husband, Anna Rostand, Mike Urwin.

In attendance: County Cllr Mans, Liz Welch (Parish Clerk).

1.0 To accept apologies for absence

Cllr Ian Moyse, District Cllr Poole

2.0 Declaration of interest in items on the agenda

None.

3.0 To confirm minutes of the previous Parish Council meeting

Cllrs approved the minutes of the parish council and annual parish assembly meetings held on 12 March 2024.

3.1 Matters arising

MH advised that a letter to Ofcom regarding Royal Mail's removal of a post box is in hand. BH informed Cllrs that PC Mark Roberts held his first surgery at the Community Stores on 3 April. Follow up surgeries will take place on 2 May and 6 June. Cllrs noted that the white railings in the village have been cleaned and look great.

4.0 To receive Clerk's report

LW attended the Community Resilience Forum on 27 March. Noting that HCC and NFDC have extensive contingency plans in place, levels of preparedness vary between TPCs. LW presented East Boldre's emergency plan to Brian Byrne, whose NFDC remit includes community safety. Of general note, he advised that all analogue (copper wire) telephone networks will be retired by the end of 2025. Phone companies are obliged to provide a contingency arrangement for households without a digital connection. Based on personal experience, MU advised that this process was not straightforward. LW also spoke with Ryan Stevens, who kindly attended a monthly coffee morning group earlier this year. Cllrs might wish to suggest a pop-up event for Ryan at the Community Stores; Ryan has expertise on revenues, benefits and customer services as well as extensive contact with organisations like the Food Bank and CAB.

Allotments inspections and risk assessment took place on 21 March. Renewals were sent out, including details for every holder of their plot size and rent cost from 1 April 2025 as well as 2024. The EBAA Committee coordinated a successful working party on 30 March and installed a refurbished noticeboard at the site. LW has had informal confirmation from NFDC that the increased precept request was approved by NFDC.

5.0 To receive a report by the County Councillor for East Boldre

Cllr Mans complimented the parish on well-designed Community Stores. There have been few recent developments as elections approach. Cllrs were thanked for their response to the HCC consultation on funding future services.

5.1 To receive questions on the report by the County Councillor

AR asked if HCC has considered selling property in Winchester and relocating central offices to generate income. Cllr Mans advised that he had considered such a proposal as Chair. These were complex and less profitable than it might first seem, and lockdown ended the process. Adding that HCC property has already been sold off since he joined the County Council in 2010, in his view further action could lead to an increase in expenditure in the longer term.

Cllrs expressed concern about national press reports of high salaries among senior staff, including senior personnel at HCC. BH highlighted the parish council's call for HCC to review staff resources, noting that the

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recent public consultation did not set out the process for such staffing reviews. Acknowledging this, Cllr Mans said a balance is needed between staff cuts and the need to provide sufficient services. HCC is still a direct provider of many services, rather than outsourcing. He added that the dividing line between frontline services and support services, like IT, is not clear cut.

MH suggested that central government is responsible for this nation-wide squeeze on councils. Cllr Mans noted that several counties in England have moved towards unitary authorities. Social services provision and less onerous means testing could help in the longer term. BH pointed out the increasing shortage in service delivery for children and young adults with special needs; all agreed that demands on social services are extremely high.

In response to a further question from MH, Cllr Mans advised that central government has just placed a temporary ban on permits for new incinerator plants. HCCs proposals for waste management continue to be problematic.

Cllr Mans thanked councillors for making the time to respond to the HCC public consultation on spending.

6.0 To receive a report by the District Councillor for East Boldre

None.

6.1 To receive questions on the report by the District Councillor

None.

7.0 Public session

None.

8.0 Finance

8.1 To review monthly accounts and to note bank reconciliation for March.

BH noted the end of year to date column indicates an underspend compared to forecast and therefore the carry forward is in a stronger position than previously budgeted. The expenditure is lower than forecasted on Council business (maintenance and projects). Breakdown of allotment expenditure is shown.

8.2 To review effectiveness of internal control systems and annual governance statement.

Cllrs approved the annual governance statement section 1. In addition to the finance regulations approved in February, BH pointed out that a monthly financial checklist is available should Cllrs wish to view.

RESOLVED:

1. The monthly report and bank reconciliation for March were approved
2. Cllrs approved the annual governance statement section 1, signed by BH.

ACTION:

LW to circulate the monthly finance timetable for info.

9.0 To review planning applications

9.1 23/01584FULL. Site Land off Withers Lane, East Boldre, Lymington, SO42 7WD

23/01584 FULL	Land off Withers Lane, East Boldre, Lymington, SO42 7WD	Stable block; hardstanding	We recommend PERMISSION but would accept the decision reached by the National Park Authority's Officers under their delegated powers.
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The parish council was asked to consider additional application 24/00294, not on the agenda due to an NPA administrative oversight. MU noted that the proposed extension was on a side end wall adjacent to a footpath. The plans appear appropriate in size and did not give cause for concern.

24/00294 FULL	13 Warton Close, East Boldre, Brockenhurst SO42 7WW	We recommend PERMISSION, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.
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ACTION:

LW to relay decisions to the NPA.

10.0 Governance

10.1 To ratify allotments poultry keeping rules.

AR proposed, agreed by all.

10.2 To review allotments risk management policy.

BH advised that the risk assessment was carried out in consultation with the EBAA Committee. MU asked about the extent to which the allotment rules facilitate compliance the risk assessment. LW replied that, where potential hazards are identified during inspection, she writes to the holder concerned and cites the relevant allotment rule. Experience shows that it is not always possible to foresee, or account for every potential hazard. BH invited MU to cross reference rules to areas identified in the risk assessment.

RESOLVED:

1. Cllrs adopted revised poultry keeping rules.
2. Cllrs adopted the allotments risk management policy dated 21 March 2024.

ACTION:

1. LW to upload policies onto the website.
2. LW to inform poultry keepers of revised rules.
3. LW to display copy of risk assessment in Community shed.

11.0 To receive reports from external meetings

MH attended the New Forest Association of Local Councils. Matters discussed included permitted development rights, and news that the National Park Authority has been awarded a £1.3m grant for restoration. MH was asked to take the lead on broadband matters across the Forest.

BH reported that a speedwatch exercise took place at Heath Lane, Hatchet Lane and East End. Traffic is particularly heavy at Hatchet Pond, in excess of 200 vehicles each way between 8.30-9.30am. BH attended the recent Beaulieu residents' meeting, with an interesting talk on how Beaulieu Estate is managed. BH welcomed an approach from a local artist to use East Boldre's Oral History materials for an upcoming exhibition at the Heritage Centre in Lyndhurst.

12.0 Agenda items for next meeting

None.

13.0 Date of next meeting

The next parish council meeting will take place at 7pm on Tuesday 14 May 2024 at East Boldre Village Hall.

The Chair closed the meeting at 8.10 pm.

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Appendix 1 - Monthly payment schedule

Monthly report year end 2023-24

	2022-23	23/24		24/25	
	Actual	Budget	YTD	Forecast	Budget
	£	£	£	£	£
Council business					
Income	16,076.03	16012.00	16,339.62	16,245.00	16745.00
Expenditure	13,408.43	-16325.00	14,240.66	16,662.00	15875.00
Surplus (deficit)	2,667.60	-313.00	2,098.96	- 417.00	870.00
Projects					
Income			-		
Expenditure	4,104.49	-1000.00	100.00	1,200.00	1000.00
Surplus (deficit)	- 4,104.49	-1000.00	- 100.00	- 1,200.00	-1000.00
Allotments					
Income	1,530.00	1748.00	1,828.75	1820.00	1921.00
Expenditure	2,599.02	-1695.00	1,647.48	1760.50	2580.00
Surplus (deficit)	- 1,069.02	53.00	181.27	59.50	-659.00
VAT recovered	1,308.61		225.14		
VAT paid	1,073.63		580.61		
net	- 234.98		- 355.47		
Total surplus (deficit)	- 2,270.93	-1260.00	1,824.76	- 1,557.50	-789.00
Reserve brought forward	14,014.15	9786.00	11,743.22	11,743.22	10185.72
Reserve carried forward	11,743.22	8526.00	13,567.98	10,185.72	9396.72
Cash at bank	15,285.23		13,573.12		
Adjustments					
Cash book balance	15,285.23		13,573.12		
Reserves	11,743.22	8526.00	13,567.98	10,185.72	
Commitment	3,542.37	2509.00	5.14	5.14	
Total	15,285.59	11035.00	13,573.12	10,190.86	
Council business Income					
precept	16,000.00	16000.00	16,000.00	16,000.00	16500.00
bank interest	76.03	12.00	339.62	245.00	245.00
Total	16,076.03	16012.00	16,339.62	16,245.00	16745.00
Council business expenditure					
salary	8,427.88	9000.00	9,227.10	9500.00	9300.00
stationery/post/phone	669.16	600.00	622.59	600.00	630.00
travel	216.50	400.00	215.55	400.00	400.00
office	366.63	400.00	312.00	312.00	400.00
equipment		600.00	736.66	900.00	200.00

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training	306.42	300.00	125.00	300.00	300.00
newsletter	556.00	450.00	50.00	450.00	300.00
hall hire	300.00	250.00	300.00	300.00	330.00
audit	190.00	200.00	190.00	200.00	200.00
insurance	481.65	500.00	481.02	500.00	500.00
defibrillators	396.00	400.00	396.00	400.00	440.00
Speedwatch	28.00		-		
football pitch	225.00	225.00	225.00	225.00	225.00
subscriptions	1,211.82	1500.00	1,247.35	1500.00	1650.00
election expenses		500.00	75.00	75.00	
maintenance		1000.00	37.39	1000.00	1000.00
Total	13,375.06	16325.00	14,240.66	16662.00	15875.00
Projects income					
grants					
donations					
Total	-		-		
Projects expenditure					
EBOH other	90.00		-	-	
grants	4,014.49	1000.00	100.00	1,000.00	1000.00
defibrillators			-		
notice boards				200.00	
public transport			-		
Total	4,104.49	1000.00	100.00	1,200.00	1000.00
Allotments income	1,530.00	1748.00	1,828.75	1,820.00	1921.00
Allotments expenditure					
Administration					700.00
rent refund			40.50	40.50	
Rent, insurance	670.32	570.00	668.88	570.00	600.00
water	282.60	125.00	193.66	150.00	280.00
hedging	480.00	600.00	500.00	600.00	600.00
fencing		200.00	-	200.00	
maintenance	1,166.10	200.00	244.44	200.00	400.00
Total	2,599.02	1695.00	1,647.48	1,760.50	2580.00

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Appendix 2

East Boldre Parish Council payment schedule - March 2024					
Date	Payee	Detail	Folio	trans	Amount
Payments					
11-Mar-24	ROYAL MAIL FINANCE	PO Box	100	DD	£39.60
12-Mar-24	GOCARDLESS	Office 365 support	101	DD	£9.60
14-Mar-24	ICO	Data protection certificate	102	DD	£35.00
20-Mar-24	E B Village Hall	EBPC redevelopment grant	103	BP	£1.00
21-Mar-24	EE LIMITED	Parish CI phone	104	DD	£6.00
21-Mar-24	HSBC	bank charges	105	DR	£5.00
21-Mar-24	E B Village Hall	EBPC redevel grant	106	BP	£2,499.00
22-Mar-24	GOCARDLESS	Office 365	107	DD	£14.83
27-Mar-24	Mint Gardens	Allotment hedges	108	BP	£600.00
27-Mar-24	E Welch	Salary + backdated pay 4/4	109	BP	£761.36
27-Mar-24	E Welch	Expenses Jan-Mar	110	BP	£145.65
27-Mar-24	E Welch	Allot site pegs Travis Perkins	111	BP	£209.11
27-Mar-24	HMRC	PAYE/NIC	112	OBP	£127.69
Total receipts					£4,453.84
Money transferred					
27/03/2024	HSBC	bank transfer	72	TFR	£2,500.00
27-Mar-24	HSBC	bank transfer	73	TFR	£1,500.00
Bank reconciliation					
Balance as at date					
HSBC Current					£421.75
HSBC Savings					£13,151.37
Less unrepresented cheques					
Net bank balance as at date					£13,573.12
The net balances reconcile to the cash book for the year to date, as follows					
Opening balances					£15,285.23
Add receipts					£18,393.51
less payments					- £20,105.62
Closing balance as per the balance sheet					£13,573.12

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